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ABSTRACT

Like its predecessor, this second edition combines the best of two traditional generic texts: "how to write a term paper" and "how to use the library." Particularly helpful for high school and first year college students, this guide explains how to utilize online library catalogs, the most commonly available indexes and databases (in print, CD-ROM, online, and Web-accessible formats), electronic encyclopedias, Web search engines, and commercial online information services. Tips are provided for note-taking (including electronic note-taking), printing from electronic resources, and Web browsing. The book's eight chapters are written by two college English professors and three electronic services librarians. Contributors' chapters are arranged so that they parallel the research and writing process. Throughout the book, readers follow two students as they choose a topic; conduct research; evaluate sources; and write, revise, and polish their final papers. Chapters include: (1) "Getting Ready To Write and Conducting Primary Research"; (2) "Secondary Research Using Print Sources"; (3) "Secondary Research Using Electronic Research Tools"; (4) "Secondary Research Using Online Services"; (5) "Secondary Research Using the Internet"; (6)"Evaluating Information Sources, Writing, and Revising"; (7) "Proofreading and Preparing the Final Copy"; and (8) "Citing Print and Electronic Resources." The chapter cn citing electronic resources uses both American Psychological Association (APA) and Modern Language Association (MLA) styles. Two model research papers round out this book. Includes an index. (AEF)

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